



CITY OF HOUSTON

Municipal Courts Department
Juvenile Case Manager Program



VENDOR REQUEST FORM

To request the Juvenile Case Manager Program as a vendor to an event, please fill out the form below. Please request participation at least 30 days in advance. Late requests will be processed, but not guaranteed.

Event Information

Name of Organization: _____ Contact: _____

Phone: () _____ E-mail: _____

Event Type: _____ Date/Time: _____

Event Location: _____

City State Zip

Audience: (check all that apply)

☐ Parents ☐ Youth ☐ Community Service Agencies ☐ Other: _____

Requested handouts: (check all that apply)

☐ Pamphlets about the program ☐ Specialized handouts to target groups ☐ Business Cards

☐ Other: _____

Number of staff needed: _____

Additional Information about the Event:

Please e-mail or fax this form to: Attn: Catherine Klier
Email: catherine.klier@houstontx.gov / Fax: (713) 247-8747